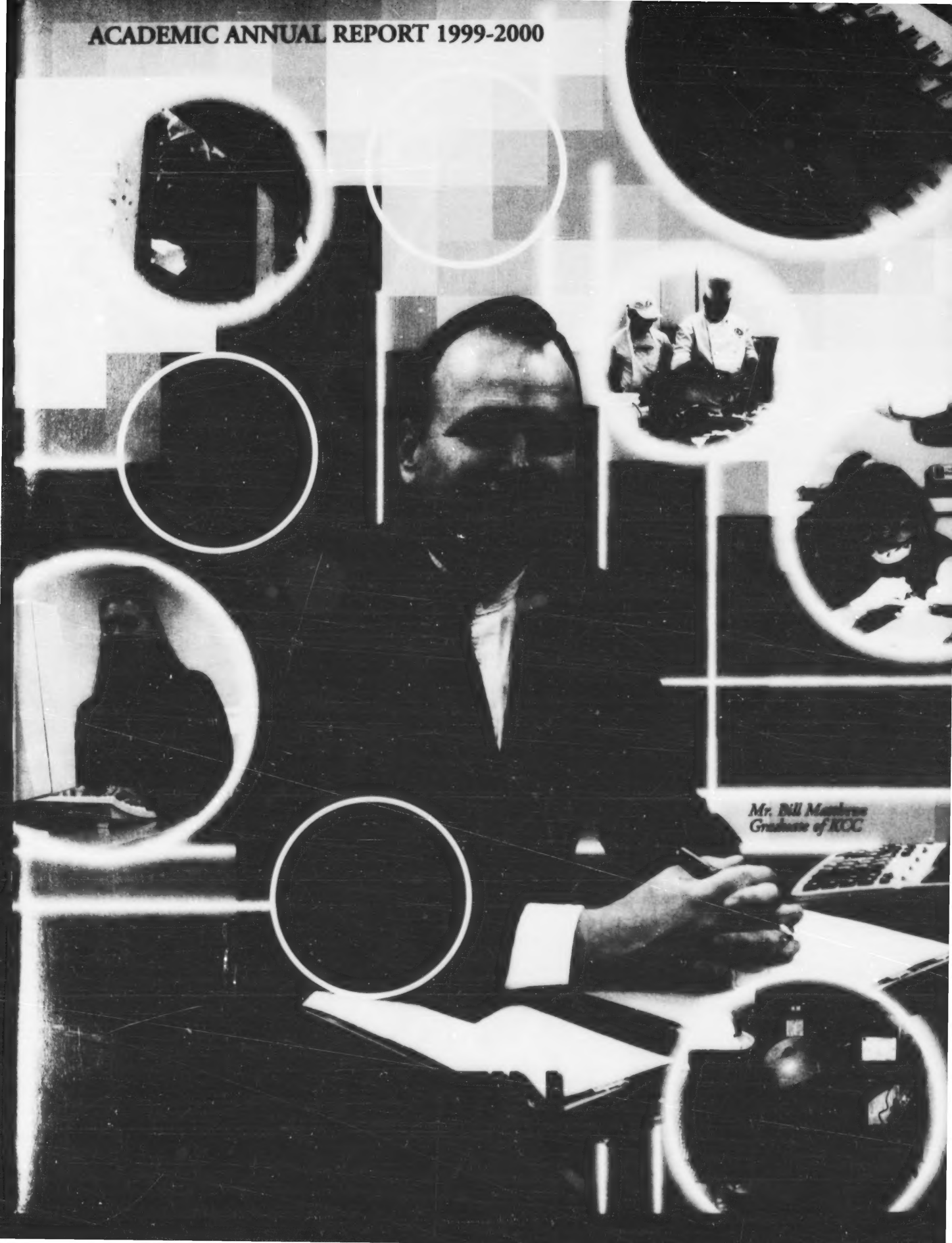
ACADEMIC ANNUAL REPORT 1999-2000



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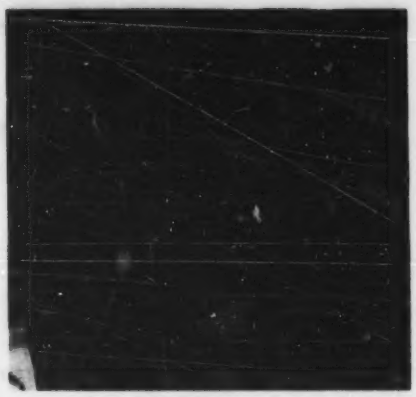
KEEWATIN

The Year in Review



Through leadership and innovation KCC nurtures a learning environment that values and responds to the unique needs of our communities and people.

Leadership

In 1999-2000 Keewatin Community College continued to strengthen the foundations of its new academic structure, and began to rebuild its curriculum so its programs and courses better fit the need of the people of northern Manitoba to assume control of their future and the future of their communities.

The College has achieved its goal of organizational stability, and has become a more functional, responsive organization than it was at the beginning of the academic year. By the end of the year, KCC was poised to shift its focus from institutional matters to the external environment, and to take its place as leader in post-secondary education.

KCC's leadership role is to listen to the people of northern Manitoba and to be the voice of their vision for post-secondary education in the north. If the voice is to be true, the College must acknowledge and celebrate the Aboriginal culture that is the root of its communities and people. During 1999-2000 awareness of the Aboriginal reality spread a little deeper into the life of the college community.

Leadership means working with people. This year the Pimicikimak Regional Centre became a reality. KCC continues to develop partnerships with its communities.

Innovation

This was truly a year of technological innovation. Adopting MS Office as the standard software allowed for more effective communication both internally and with those outside the College, and increased operational efficiency.

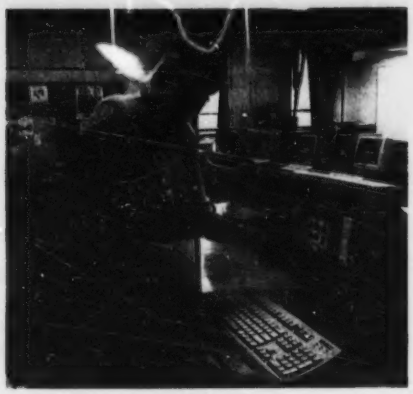
An electronic attendance reporting system gave sponsors more timely, complete information about their students.

An updated and professionally designed web page was unveiled in April.

Students were able to register online for the fall term. Every registered student was assigned a computer account with access to Microsoft Office Suite, other software pertaining to their program of study and an e-mail account.

KCC's first academic calendar rolled off the presses in February. It is also fully accessible from the web page, either in searchable form or as a PDF document.

Courses delivered via Learnlinc distance education software increased to eleven this year from three in 1998-1999.



Underlying these innovations is a commitment to building and maintaining technological expertise and infrastructure.

Learning Environment

Although some students register at KCC adequately prepared to follow a known path to clearly defined goals, many, perhaps most KCC students do not fit that profile. The College has long provided the instruction, resources and guidance that allow traditional students to reach their goals. This year, it began to focus strategically on the majority of its students who will follow non-traditional paths to post-secondary success. The early-entrance option repackages certificate and diploma programs to incorporate preparatory courses and more study time. The Educational Services Centre (ESC), officially opened in March at The Pas campus, is an integrated assessment, career planning and upgrading facility operated in partnership with Employment Training Services Manitoba. Additional ESCs are planned for other KCC sites. In the meantime, the Learning Assistance Centre provides similar services to students in Thompson.

The Mamawechetotan Centre in The Pas and the Ininikiskinomakaywin Centre in Thompson allow Aboriginal students to ground themselves in their traditional cultures and all students and staff to receive knowledge, encouragement and comfort from the Aboriginal teachings. The College elder provides leadership.

The physical environment at both campuses received attention this year with the ordering of new classroom furniture. The current year's purchase is part of an ongoing classroom renewal plan that will see a gradual replacement of older furniture.

Communities and People

Over the past year, KCC has sharpened and refined its educational focus on serving the needs of its communities and people:

1. **General Studies** —The first priority, unchanged since last year, is the provision of foundational skills to the people of northern Manitoba so they can succeed in post-secondary programs and in the workplace and build a future for themselves and their communities.

2. **Natural Resources Management Technology** —KCC is uniquely suited to deliver this program both because of its geographical setting and because the program is congruent with the culture of the local communities.
3. **Community development** —The traditional college business,

health, human services and trades programs provide skills that are required for the economic, social and sustainable development of the communities of northern Manitoba. KCC's provision of these career certificate and diploma programs allows students to receive their education in a culturally familiar setting, and gives individuals the skills they need for gainful employment and satisfying careers.

4. **Common first year programs** —KCC provides a more familiar environment than other provincial colleges for northern students. A familiar environment encourages students to succeed. First year common programs in technology open the door to advanced technological programs at other colleges or lead to further study at KCC.

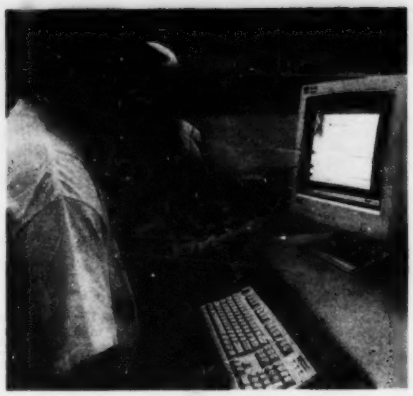
The College participated in two programs delivered by other institutions to the communities it serves. As a partner in these initiatives, KCC provided classroom space and other resources to the Saskatchwan Indian Federated College Bachelor of Indian Social Work Program, delivered in partnership with the Swampy Cree Tribal Council (SCTC) and with Cree Nation Child and Family Services. KCC also provided resources for the delivery of SCTC's Lands and Trusts Program. Both programs continue next year.

The college is ever mindful of the need to respect the traditions and spiritual values of Aboriginal people. The Aboriginal Council, reporting directly to the President, is mandated to advise the President's office on any issues relevant to Aboriginal education and related cultural or institutional issues.

Aboriginal students were involved in planning the Helen Betty Osborne Memorial day, held July 16th at Guy Hill, former site of a residential school, and in raising funds for a monument to be constructed there. Together with the college elder, they traveled to Norway House to consult with Ms. Osborne's family about this healing event which was co-hosted by the Opaskwayak First Nation.

This year, KCC instituted twice-yearly meetings with its students' sponsors, one at Thompson campus and the other at The Pas. Sponsors have expressed approval of this method of keeping in touch with their concerns.

Successful Learners



Learning Innovations Division

Learning Innovations is the academic centre of the College. The name highlights the shift in emphasis from teaching to learning, and reflects KCC's determination to centre its activities on student learning.

The Learning Innovations Division has three functions. First, it ensures that college staff keep abreast of new developments in education and receive the resources and training necessary to implement new ways of learning. This year, staff attended sessions to prepare them to deliver hospitality training. All faculty were invited to attend the Houghton-Mifflin conference on teaching October 21st and 22nd. Faculty received training in writing learning outcomes. Proposals for new programs and new partnership initiatives originate in Learning Innovations. Second, Learning Innovations ensures college programs and courses are properly documented and entered into the Management Information System in order to provide course outlines and other course and program information to internal and external users. Third, it is the centre for the design, development, and evaluation of curriculum and instruction. Program reviews, course evaluations and organization of program advisory committees are accomplished in this division.

A new program at KCC this year is the Ironworker Apprenticeship Program. Development was undertaken on the Automotive Technician year one, to be offered in 2000-2001.

A new initiative is the delivery of adult education courses in Thompson. KCC and the School District of Mystery Lake (SDML) have struck an operating model for the operation of the Thompson Adult Learning Centre where the College delivers the courses and the SDML provides the funding and the credentials. Students received 20 weeks' free tuition. In The Pas this was made possible by a grant from the College Expansion Initiative.

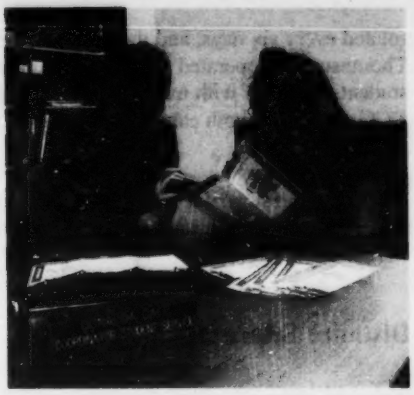
An instructor evaluation committee was constituted to continue the work begun in 1996 with a study of the Areola Model. A subcommittee designed an evaluation instrument for student evaluation of instruction to be piloted in January 2001.

Library

New library software was brought into use in August. The catalogue became available on the internet and the old card catalogues were removed . Additional computers were added to the library in The Pas for student use. Audio-visual equipment and a viewing room are available to students as well as carrels for quiet study. Students and staff began to use the EBSCOHost, a database service of abstracts and full-text articles..

Education Services Centre (ESC)/Learning Assistance Centre (LAC)

March 23rd marked the official opening of the Education Services Centre in The Pas. Representatives of Employment Training Services and KCC staff



outlined the services: academic testing, career counseling, prior learning assessment, and academic assistance. The ESC replaces the LAC in The Pas. A full-time counselor is available to students as well as two full-time academic staff.

The Learning Assistance Centre in Thompson was renovated this year, and received some new furniture and computers. A full-time professional staff person provides group tutoring and instruction in study skills and computer applications.

Peer tutoring is available at both campuses. Both provide quiet places to study and a friendly reception to students requiring academic assistance.

Prior Learning Assessment

This year was the second year of the two-year Prior Learning Assessment (PLA) project, funded as part of the Systems Restructuring Project. With the change of focus from teaching to learning, it is no longer defensible for KCC to require its students to take courses if they have attained the learning outcomes of these courses elsewhere. PLA allows students to gain formal credits for having attained the learning outcomes. KCC has put into place processes to determine whether students have attained course outcomes. Students may gain PLA credits for up to 75% of their programs.

Two part-time PLA facilitators continued last year's tasks of fine-tuning, coordinating and implementing the PLA system. Most of their time was spent processing the 165 PLA applications received this year.
Other activities included sending letters to sponsors to inform them of PLA's advantages and process and holding PLA and learning outcomes workshops.

The implementation of PLA has increased the ability of the college to meet the diverse needs of its communities and people. Students and sponsors can maximize educational resources when students need not repeat prior learning. Learner confidence increases when PLA allows students to carry a reduced course load during their college year. An added benefit of PLA is that it has led to a serious examination of curriculum and improvements to academic processes.

Student Services

Professional staff provide academic, career, and personal counseling to students in Thompson and The Pas. Counselors advise students about financial assistance and direct them to interest and aptitude testing.

The awards committee handles all awards applications and selects award recipients. 85 Wechetotan bursaries funded by the Manitoba Scholarship and Bursary Initiatives were awarded in December. A President's Honour List was established this year to recognize students with a cumulative grade point average of 3.75 or better. Students require a cumulative grade point average of 4.0 to graduate with honours.

For the first time this year, the cafeteria in The Pas was run by the students of the Commercial Cooking Program and by their instructor. The menu

rotated every six days, and the food was very good. The cafeteria in Thompson was operated by a private contractor. Both cafeterias provided students and staff with meals at a reasonable cost.
KCC students at both campuses have 24-hour access to college study rooms and computers.

The Bookstores carry a wide variety of books, clothing, gifts and toiletries as well as textbooks and stationary for the convenience of students at both campuses.

Distance Education

KCC's distance education initiatives during 1999-2000 focused on refining its LearnLinc technology. LearnLinc is an internet-based system that supports both synchronous and asynchronous learning. Five courses were offered in the fall term to The Pas, Norway House, Cross Lake, Flin Flon and Swan River. Six courses were offered in the winter term. Courses were from the Baccaleaurate Nursing and the Business Administration programs and originated from The Pas and Thompson.

Learnlinc training was delivered in August to staff in all relevant communities.

Two KCC staff members represented the College on the Post-Secondary Education Committee on Learning Technologies which makes recommendations of distance education issues.

The College participated in a tri-college committee for the delivery of the Business Administration General Diploma by Distance Education (BADGDE).

Aboriginal Initiatives

Mamawechetotan, the name of the Aboriginal centre in The Pas, means "working together and helping one another". The Thompson centre, Inni-Kiskino-Ama-Kaywin, means "a people's place of learning". The centres provide to students and staff access to traditional Aboriginal teachings. They link students, instructors and the Aboriginal community and are a catalyst for learning and growth.

The sweat lodge in The Pas was completed this year and was available to both students and staff.

The college elder is an integral part of the Aboriginal presence at KCC. There is a full-time elder based in The Pas. He is assisted by the cultural worker in Thompson.

The report of KCC's curriculum review from an Aboriginal learning perspective was published in September. Nine of the nineteen recommendations have been implemented. An Aboriginal curriculum

advisor position has been funded for 2000-2001. KCC has lobbied for more Aboriginal content in the Certificate in Adult Education. Other recommendations will be implemented in the future.
Staff orientation sessions on Aboriginal culture, the history of the Indian Act, inherent rights, and treaty and Aboriginal rights were begun in January.

The Aboriginal Advisory Council met regularly to discuss issues of concern to the Aboriginal community and to advise the President on Aboriginal culture and values.

KCC staff visited two Aboriginal colleges to study their curriculum, instruction, and student involvement.

Partnerships

Partners

Pimicikimac Education Authority
Frontier School Division
Kelsey School Division
Mystery Lake School Division
Brandon University (BUNTEP)
Yellowquill College
Oxford House
Saskatchewan Indian Federated College
Cree Nation Child and Family Services
Hudson Bay Railway Company
Paskwayak Business Development Corporation Ltd.
University of Manitoba (Baccalaureate Nursing Program)
Manitoba Keewatinowi Okimakinak
Swampy Cree Tribal Council
Campus Manitoba
Flin Flon School Division
Opaskwayak Cree Nation
Nelson House
Norway House Cree Nation
University of Winnipeg
Split Lake
Tolko Industries Ltd.

Accreditation

Keewatin Community College is committed to establishing agreements with training agencies, institutions and accrediting bodies to maximize portability and transferability of training. The College currently has a number of articulation and credit transfer agreements with post-secondary institutions for either course by course or block transfer.

Program Accreditation:

College program	Accrediting body
Dental Assisting	Commission on Dental Accreditation of Canada
Early Childhood Education	Provincial Child Care Education
Electrical/Electronic Technology	Canadian Technology Accreditation Board
Natural Resources Management Technology	North American Wildlife Technologists Association
Trades Programs:	Apprenticeship, Department of Education and Training (Level 1)
Building Construction	
Career Choices in Mechanics	
Carpentry and Woodworking	
Commercial Cooking	
Industrial Welding	
Automotive Technician	
Heavy Duty Mechanic	
Industrial Mechanic	

Articulation, Post-secondary:
Each of the three Manitoba colleges has agreed to accept courses from any of the others' certificate and diploma programs as equivalent to its own courses and to allow transfer credit wherever possible. In addition, agreements are in place with other post-secondary institutions and professional bodies for transfer of college program courses into degree and professional education programs.

KCC Program	Accrediting Institution	Transfer credits
Administrative Assistant	Athabasca University	45-60 credits toward B.Admin.degree
Business Administration	Brandon University	Two years' block transfer Bus.Admin.
	Athabasca University	One year block transfer Bus.Admin.
	Lethbridge University	Two years' block transfer Bus. Admin.
	University of Manitoba	Credits toward the B.Com. degree
	Certified General Accountants Association of Manitoba	Exemption for up to seven courses
	Society of Management Accountants of Manitoba	Exemption for up to eight courses
	Appraisal Institute of Canada	Credit for up to ten courses
	Purchasing Management Association of Canada	Credit for relevant courses
Chemical Engineering Technology	Lakehead University University of Saskatcheway University of Manitoba	Credits toward BSc.Eng.
Natural Resources Management Technology	University of Manitoba	Credits toward BSc, Biology or Geology Major
	University of Winnipeg	Credits toward Degree in Environmental Studies

Articulation, High School

Students gain high school vocational credits for Carpentry/Woodworking, Automotive Technician, and Commercial Cooking courses.

Students at Frontier Collegiate can obtain credit for one-third of year one, Early Childhood Education concurrently with their high school studies.

Adult Education/College Preparation Mathematics, English and Science courses meet the standards set by the Mystery Lake School Division and by the provincial Distance Education Branch.

Highlights of 1999-2000

- In August, the College signed a contract with Tolko Industries Ltd. to provide cross training to trades personnel.
- October saw the first intake of apprentices into the new Ironworker Apprenticeship Program.
- Houghton-Mifflin teaching workshops in The Pas October 21st and 22nd.
- The Honourable Drew Caldwell, Minister of Education and Training, visited The Pas November 23rd. He was accompanied by Oscar Lathlin (Minister of Conservation), Dr. Ben Levin (Deputy Minister of Education), and Curtis Nordman (Assistant to the Deputy Minster).
- Aboriginal students and staff of The Pas campus hosted a celebration honouring the President on November 25th. The Buffalo Cree Singers performed at the noon-hour feast.
- In December, IUN hosted "South of 60", an educational conference, at KCC in Thompson. Keynote speakers were Dr. Ben Levin (by videoconference) and Yvon Dumont. The event concluded with a Metis-style celebration of the President.
- Dr. Jon Gerard, leader of the Manitoba Liberal party, toured The Pas campus in January.
- Opening of the Pimicikimak Regional Centre February 21st in Cross Lake.
- A project management seminar, sponsored by the Chemical Engineering Technology Program was held April 19th in The Pas.
- On May 9th, Hudson Bay Mining and Smelting Ltd. conducted a presentation "How to Implement Positive Change in the Workplace" in The Pas.
- The Aboriginal Education Counsellors Association conference was held in The Pas May 23rd to 25th.
- A Graduation Pow-Wow was held May 27th in Thompson to honour graduates.
- Graduation ceremonies were held in The Pas June 23rd and in Thompson June 24th. 173 graduates received certificates and diplomas in The Pas and 107 in Thompson. These included graduates of Extension Division programs as well as career certificate and diploma programs.
- Three College faculty members graduated this year with Masters degrees. Vicki Zeran received a Masters of Science Degree from the University of Portland. Wendy Gregoire received a Masters Degree in Education from Brandon University. Sandra Dutchuk received a Masters of Health Science Degree from Charles Sturt University.

The Next Five Years

During 1999-2000, Keewatin Community College has strengthened the structure put in place last year to allow it to build the learning environment that meets the needs of its communities and people. The Department Heads acting as the Academic Management Group (AMG) together with the Directors of Academic Operations and Learning Innovations have managed the academic affairs of the College. Several initiatives have been put into place this year that will show results over the next five years. The early entrance option to career diploma programs is expected to increase student retention and student success. The Instructor Advisor System is also expected to play a part in increasing student success. The reorganization of the Adult Education and College Preparation programs, begun this year, will continue to evolve. The provision of foundational skills to ensure success for students following non-traditional post-secondary education paths is the cornerstone of the College's long-range plan.

New Partnerships

The Pimicikimak Regional Centre at Cross Lake became a reality this year. Consultations will be held next year about establishing regional centres in two other First Nations communities.

The memorandum of understanding signed last year with the Frontier School Division has allowed students to earn credits toward the Early Childhood Education Program while in high school. Similar arrangements will be sought with other school divisions next year.

A partnership with the Flin Flon School Division will be pursued to cooperate in the delivery of adult education courses.

New Programs and Initiatives

During the next few years, the College will expand further its distance education capabilities, moving toward the development of a virtual campus, likely in partnership with other colleges.

Technological expertise continues to increase. Next year students will benefit from a college-wide software license that will give them ownership of popular software programs. Also, instructional and administrative use of the intranet will increase over the next several years.

More fundamentally, KCC will ground itself within its social, cultural and geographic context. Only by explicitly recognizing the roots from which our people and communities have grown can we help strengthen them. Specifically, KCC's strategy is to position itself as a centre for Aboriginal growth and community development, where strategy is determined by and with Aboriginal people. Some steps have been taken to move the College along the path toward this goal. The Aboriginal Curriculum Review pointed out directions the College needs to follow. The College-wide Strategic

Planning session in November confirmed that College staff thinking is aligned with the Review recommendations.

Last year, KCC was asked to participate in a committee to draft a concept paper for the creation of a University College of the North. KCC needs to strengthen its educational programs and systems, to focus on the teaching of foundational skills, and to position itself as a centre where the Aboriginal culture is the dominant culture and where the Aboriginal worldview guides development to build a strong foundation for the future University College of the North.

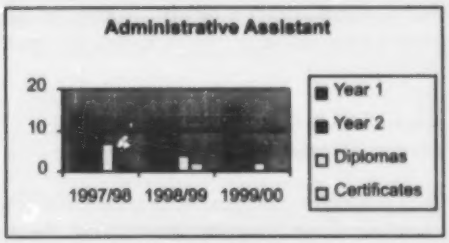
Academic Programs

Management and Technology, The Pas

Administrative Assistant

Two-year diploma program

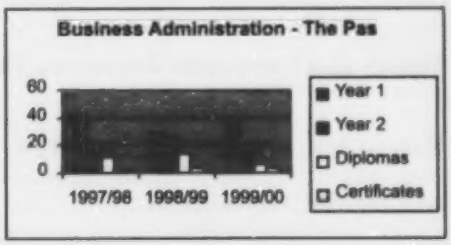
The Administrative Assistant diploma program prepares students for entry into the contemporary office environment. Students will acquire business office skills, learn to use and integrate a variety of computer applications, and develop their administrative, presentation, and organizational skills. The program requires a high level of work effectiveness and prepares students for the challenges of an administrative assistant in a modern office. Students may exit the program after one year with a Certificate in Computerized Business Skills.



Business Administration

Two-year diploma program

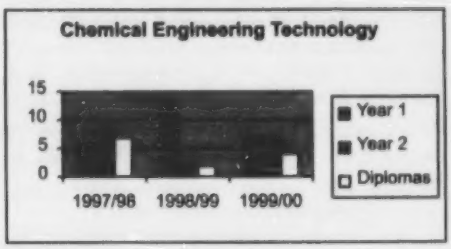
The Business Administration program provides graduates with the knowledge and skills required for entry-level management positions in business, industry and public administration as well as preparing them to be small business entrepreneurs. Students choose to major in their area of interest. The majors currently offered are Accounting, Management, Aboriginal Management and Marketing. Credits are transferable to other Manitoba colleges. Graduates who continue their education at universities receive up to two years credits in related degrees. Courses are transferable into the CGA and CMA professional accounting programs and into several other professional programs. Students may exit the program after one year with a Certificate in Business Accountancy.



Chemical Engineering Technology

Two-year diploma program

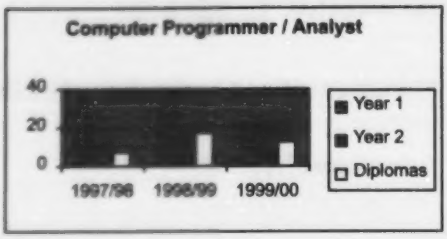
This program is designed to train students to become chemical engineering technologists for a wide range of process industries such as pulp and paper, mining, fertilizer, food and beverage and petrochemical industries. Emphasis is placed on understanding the industrial processes involved and operating the process equipment. On-site industrial experience forms an integral part of the program.



Computer Programmer/Analyst

Two-year diploma program

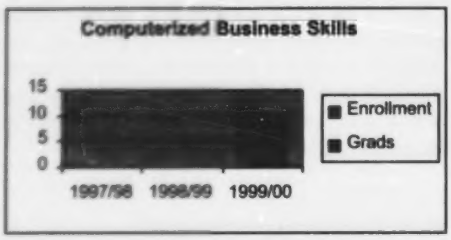
The Computer Programmer/Analyst program is designed to develop proficiency in computer programming and systems analysis. The purpose of this program is to provide students with training in problem recognition, analysis and solutions as applied to business data processing. The graduate will be familiar with a variety of computer languages, the principles of business and advanced topics in data processing.



Computerized Business Skills

One-year certificate program

This program is designed to develop proficiency in basic office skills and current business computer applications. Upon successful completion of this program, graduates will receive a Certificate of Attainment. Credits may be applied directly to the Computerized Business Applications or the Administrative Assistant program.

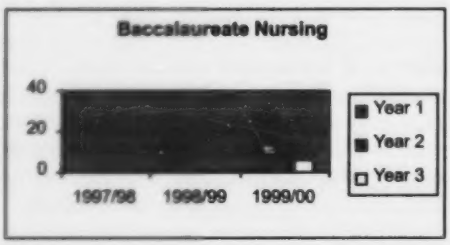


Health and Renewable Resources, The Pas

Baccalaureate Nursing Program

University of Manitoba /Keewatin Community College
Joint four-year degree program

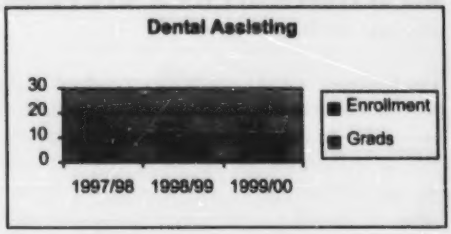
The Joint Baccalaureate Nursing program is a four-year program offered in partnership with The University of Manitoba. Students are able to complete all four years of the program with Keewatin Community College. The joint Nursing program offers a community-based approach to health care delivery with a focus on the needs of northern people and northern students. KCC offers a broad range of curriculum delivery alternatives based out of The Pas and Thompson sites, in partnership with Inter-Universities North and Campus Manitoba. Interactive computer-based distance education initiatives provide access to a variety of courses. In addition, courses can be taken on a part-time basis in northern communities. Graduates are conferred with a Bachelor of Nursing Degree (BN) from The University of Manitoba; thus they are eligible to write the Canadian Nursing Association (CNA) licensure examination for registration with Manitoba Association of Registered Nurses.



Dental Assisting

One-year certificate program

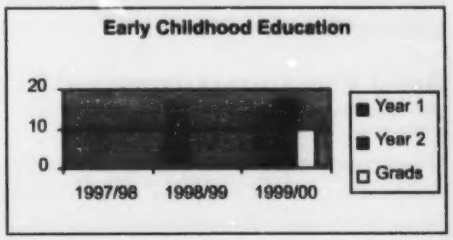
The Dental Assisting program combines lectures, pre-clinical and clinical practice to prepare students for a career in dental assisting in Manitoba and in other provinces. Students gain extensive clinical experience throughout the program. In addition to working at the Keewatin Dental Assisting Clinic, students must complete a two-week practicum in a dental office. The program is accredited by the Canadian Dental Association.



Early Childhood Education

Two-year diploma program

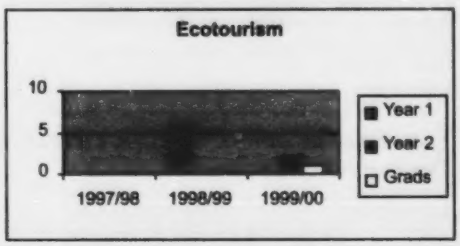
This program is designed to give the graduate the skills and knowledge required for employment and advancement in the field of early childhood education. This program is unique in that culturally relevant materials are integrated throughout the curriculum. Graduates are prepared to work in a multi-cultural education setting. Employment opportunities for may be found in Child Care centres and related employment sectors. Graduates may also start their own day care centres. Program graduates who wish to further their education may receive up to a two-year credit towards a Bachelor of Education Degree at Brandon University; or 30 credit hours towards a Bachelor of Arts Degree in Developmental Studies at the University of Winnipeg



Ecotourism

Two-year diploma program

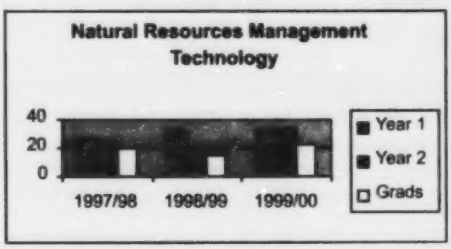
Ecotourism can be defined as "tourism that entails an enlightening nature-based or cultural travel experience, while conserving the ecosystem and respecting local culture and traditions". This type of tourism promotes outdoor recreational use of the natural environment without disturbing the wildlife and habitat. It respects the communities and indigenous people that co-exist on the local landscape. Recreational use of the land encompasses a host of outdoor activities such as canoeing, hiking, photography, dog sledding, camping, and bird watching, while interaction and communication with the local Aboriginal and Northern peoples generates understanding and respect for their way of life.



Natural Resources Management Technology

Two-year diploma program

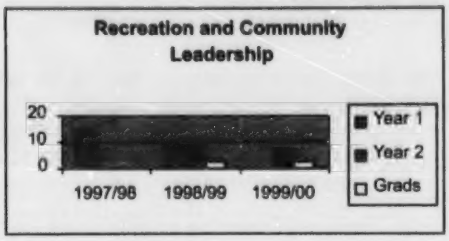
This program is designed to train the student for a wide range of employment opportunities in the natural resources management field. The training provided emphasizes interrelationships among natural resources - including forests, water, fish and wildlife - and is designed to provide technical skills required by technicians in the use and management of our renewable natural resources.



Recreation And Community Leadership

Two-year diploma program

The Recreation and Community Leadership diploma program's focus is to provide communities with recreation leaders. Graduates of this program will be capable of developing, managing, organizing, and leading community recreation systems and programs. Recreation provides an opportunity to engage the whole person - the body, the mind, the spirit, and the social being. It includes involvement in cultural, social, and physical activities.

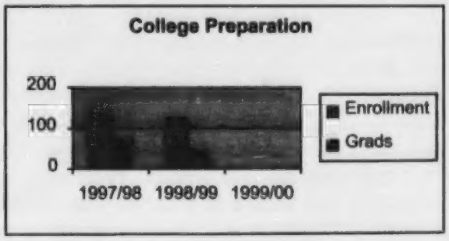


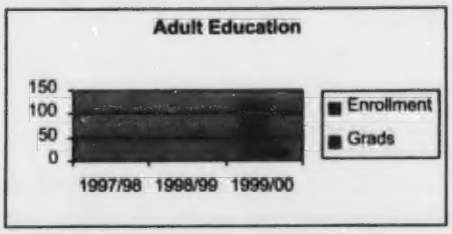
General Studies, The Pas

Adult Education (Formerly College Preparation)

Preparatory program

The Adult Education and College Preparation programs are flexible and designed to meet the individual needs of students who require upgrading for future school and employment opportunities. The length of time required to finish the program depends upon the entry-level skills and the level of exit prerequisites required for future academic or work-related goals. The Adult Education and College Preparation program are designed for students to obtain the prerequisite academic courses for entry into further post-secondary education or specific courses required for specialized employment. Students may also apply the adult education credits earned through Adult Education toward a Mature Student diploma.

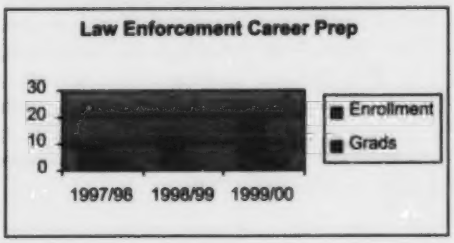




Law Enforcement Career Preparation

One-year certificate program

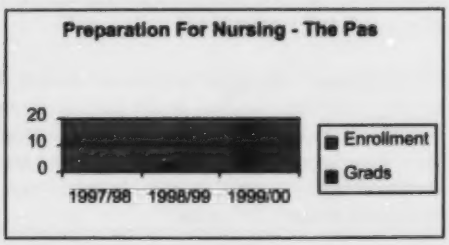
This is a specialized program designed to assist students in developing the academic, interpersonal, fitness and specialized skills required for entry level training with the RCMP and other law enforcement agencies.



Preparation For Nursing

One-year preparatory program

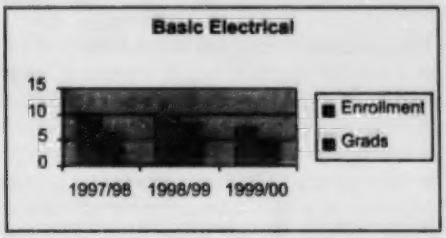
This program is a preparatory year for students interested in nursing careers as a Registered Nurse (RN). It is designed to provide potential nursing students with the academic skills required for successful completion of the joint Keewatin Community College and University of Manitoba Baccalaureate Nursing Program.



Trades, The Pas

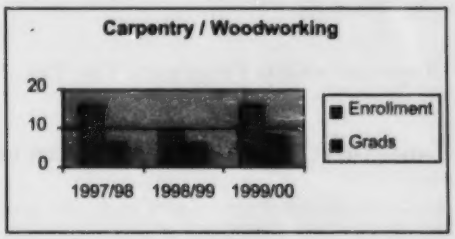
Basic Electrical
One-year certificate program

This program is designed to teach the student the skills and knowledge required to become employed in a wide variety of jobs in the electrical field. It will also prepare the student for studies in related technologies.



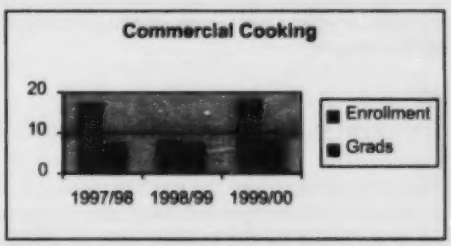
Carpentry/Woodworking
One-year certificate program

This program is designed to provide the student with basic carpentry knowledge and the skills to gain employment in the construction field. Students will learn all phases of the woodworking and building construction trades. Courses include blueprint reading, hand tool and machine woodworking, framing, concrete forming, roofing, interior and exterior finishing, cabinet making and stair building as well as a work practicum.



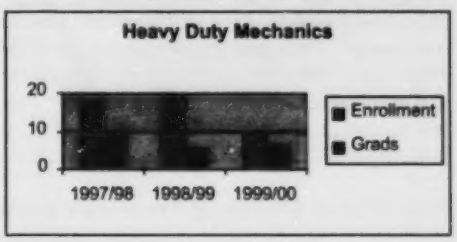
Commercial Cooking
One-year certificate program

This 40-week program is designed to provide students with the knowledge and skills to be eligible to obtain the first level of an Apprenticeship in Commercial Cooking and to prepare the student for employment in this field. The students work and cook foods in the college cafeteria.



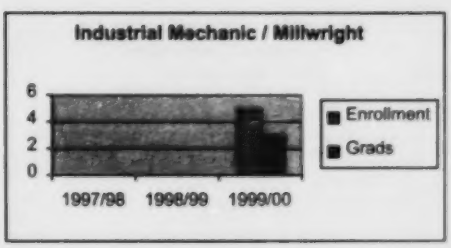
Heavy Duty Mechanics
One-year certificate program

This program is designed to give students broad-based training in the heavy-duty mechanics field. Students are given sound theoretical training to meet the challenges presented by the increasingly complex designs in today's on and off road trucks, construction and forestry equipment; as well as reinforcement of fundamental skills of the trade through exposure to practical applications. Students will develop desirable work attitudes, standards of craftsmanship, problem-solving skills, and personal pride that will prepare them for employment in the heavy equipment field.



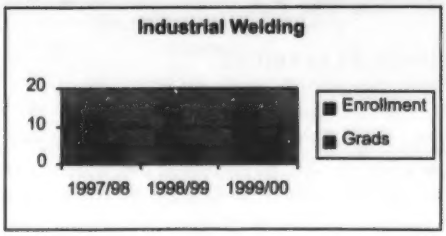
Industrial Mechanic/Millwright
One-year certificate program

This program is designed to give students the appropriate training required for entry into positions in Millwright and Maintenance operations. The training received will help students develop an appreciation for the fundamentals of design, production, and repair of industrial products. Students will be shown the concepts behind the work and instructed in the why and how of what they are doing to enable them to see why certain practices are followed and why some are avoided.



INDUSTRIAL WELDING

One-year certificate program



This program is designed to teach the student the skills to become employed as a welding operator, welder's helper or an apprentice. The program is heavily oriented towards hands-on experience. The practical portion includes arc welding, oxyacetylene welding, brazing, G.M.A.W. and G.T.A.W. and arc-air. The fundamentals of proper tool and equipment usage are also covered. Graduates receive a Certificate of Attainment and are prepared for jobs in fabrication shops, maintenance departments or repair shops. Graduates may pursue further training in an apprenticeship program to attain a Journeyperson's certificate.

Apprenticeship Programs, The Pas

INDUSTRIAL ELECTRICAL APPRENTICESHIP

Industrial electrical apprentices study and practice electrical and electronic theory and analysis, electrical code requirements, industrial wiring methods, controls and instrumentation, and the use of sophisticated equipment such as oscilloscopes and programmable logic controllers. The program is delivered in four levels.

INDUSTRIAL MECHANIC/MILLWRIGHT APPRENTICESHIP

This program provides the graduate with the training required for entry into positions in Millwright and Maintenance operations. Students will develop an appreciation for the fundamentals of design, production, and repair of industrial products. They will learn and practice safe work habits and acquire knowledge of standard millwright repairs of belts, pulleys, bearings, and lubrication. Students will be applying their theoretical learning to diagnosing problems and making repairs. The program is delivered in four levels.

INDUSTRIAL WELDING APPRENTICESHIP

Industrial welding apprentices study oxyacetylene welding, arc welding, M.I.G. and T.I.G. welding, plasma cutting and carbon arc. The program is delivered in three levels.

High School Programs, The Pas

High School Building Construction

Building Construction is a vocational credit program delivered at KCC for Margaret Barbour Collegiate Institute (Kelsey School Division No. 45) to its high school students. It consists of two parts: year one with introductory courses in building construction, framing, power tools and applied construction and year two with courses in roof framing, interior and exterior finishing, drafting and surveying, stairs, cabinets and advanced applied construction. Students obtain four high school credits in year one and six high school credits in year two.

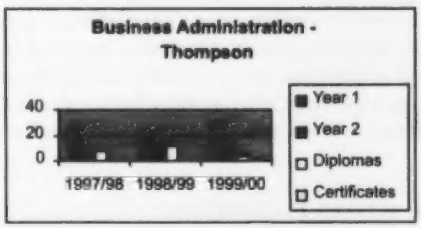
High School Power Mechanics

Power Mechanics is a vocational credit program delivered at KCC for Margaret Barbour Collegiate Institute (Kelsey School Division No. 45) to its high school students. It consists of two parts: year one with courses in engine fundamentals, basic service, chassis and engine reconditioning and year two with courses in electrical systems, automotive electronics, fuel systems, drive trains, brake systems and automatic transmissions. Students obtain four high school credits in year one and six high school credits in year two.

Management Trades and Technology, Thompson

Business Administration

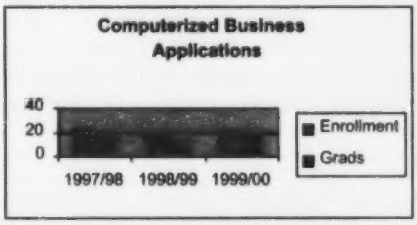
Two-year diploma program



The Business Administration program provides graduates with the knowledge and skills required for entry-level management positions in business, industry and public administration as well as preparing them to be small business entrepreneurs. Students choose to major in their area of interest. The majors currently offered are Accounting, Management, Aboriginal Management and Marketing. Credits are transferable to other Manitoba colleges. Graduates who continue their education at universities receive up to two years credits in related degrees. Courses are transferable into the CGA and CMA professional accounting programs and into several other professional programs. Students may exit the program after one year with a Certificate in Business Accountancy.

Computerized Business Applications

One-year certificate program

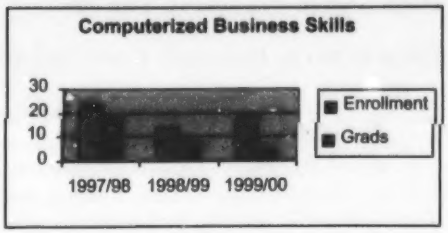


This program provides students with the knowledge and skills required in a computerized office. Students receive theoretical and practical training that reflects current trends in business and the requirements of prospective employers. Upon successful completion of this program, graduates will receive a Certificate of Attainment. Credits may be directly applied to the Administrative Assistant program.

Computerized Business Skills

One-year certificate program

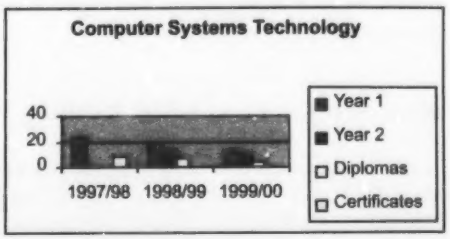
This program is designed to develop proficiency in basic office skills and current business computer applications. Upon successful completion of this program, graduates will receive a Certificate of Attainment. Credits may be applied directly to the Computerized Business Applications or the Administrative Assistant program.



Computer Systems Technology

Two-year certificate program

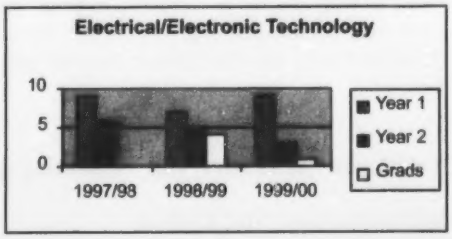
The Computer Systems Technology program trains students to provide optimum service in modern computerized office environments. As business, industry and the public sector become increasingly computerized; the demand increases for technologists, who are well trained to design, troubleshoot and maintain computer systems. Graduates of this program are well prepared to assume positions in the field of computer technology.



Electrical/Electronic Technology

Two-year diploma program

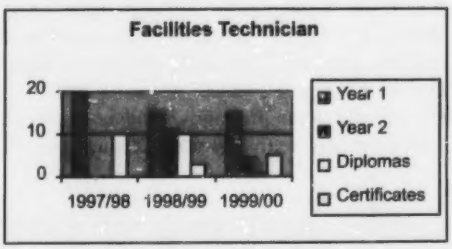
This program is designed to give graduates the skills and knowledge required by today's rapidly expanding technical field of Electronics and Electrical Technology. Graduates will be able to design, construct, troubleshoot and maintain a wide variety of electrical and electronic systems. Students may elect to complete their studies in either two or three years. Opportunities for Electrical/Electronic Technologists exist in maintenance, diagnostic troubleshooting, installation, research and development, technical sales and management. Graduates may find employment at the technologist level in electrical utility systems, consulting engineering, electrical utility systems, electrical manufacturing, electrical contracting, general primary and secondary manufacturing, and large industry.



Facilities Technician

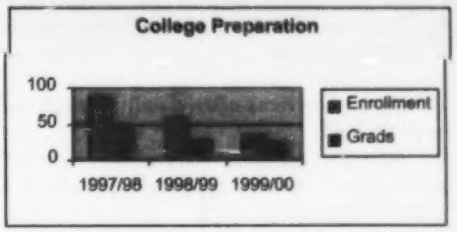
Two-year diploma program

In this program, students learn the skills necessary to manage, maintain and operate a variety of facilities such as office buildings, arenas and schools. The program is available to those currently employed or seeking employment in the housing, construction or community service industry. Students may exit the program after one year with a Certificate in Basic Maintenance. Graduates of the two-year program will receive a Diploma in Facilities Management. Graduates may find employment in the management and/or maintenance of a variety of community and business facilities. Graduates may also pursue further training in an apprenticeship program of their choice: carpentry, electrical or plumbing



General Studies, Thompson

College Preparation
Preparatory program



The program is designed to provide academic upgrading and skills required to enter regular College programs and other post secondary institutions. Students focus on mathematics, science, communications, reading, learning strategies and computer awareness. The program content is divided into four levels (phases). At the senior levels students are offered a choice of high school general level or university entrance level courses.

Transition Year
Preparatory program

The Transition Year Program is designed to prepare students from northern communities to make the transition from the community cultural environment to regular college and university programs and the associated cultural milieu. Students normally study six introductory college and university courses in areas such as communications, math, data processing, social sciences and Native Studies. Students must complete the core course, Introduction to Post Secondary Education/University.

Apprenticeship Programs, Thompson

Carpentry Apprenticeship
Levels 1 through 4 apprenticeship are delivered at Thompson.

Extension Division

The Extension Division's market driven training responds to the needs of business, industry, First Nations, Education Authorities, and other northern Manitoba communities. Training is delivered at the main campuses at Thompson and The Pas, and at the regional centres at Flin Flon, Swan River and Churchill. Programs and courses are also delivered in any other community that has expressed a demand for education or training.

Three types of programs and courses are delivered by the Extension Division: diploma and certificate programs based at the Thompson or The Pas campus, certificate programs offered only by the Division developed in response to communities' expressed needs, and general interest credit and non-credit courses. Programs are taught as full-time day programs, part-time day or or part-time day programs, and Continuing Education courses (part-time or evening) offered from time to time in response to demand.

Campus-based diploma and certificate programs delivered through the Extension Division in 1999-2000:

- Business Administration year two in Cross Lake
- Business Administration year two in Flin Flon
- Transition Year Programs in Nelson House, Split Lake, Cross Lake and Norway House.

Certificate programs offered only through the Extension Division offered in 1999-2000:

- Advanced Computer Skills Certificate in Flin Flon
- Applied Counselling Skills Certificate in Flin Flon, The Pas, Thompson and Swan River
- Management and Administrative Studies Certificate in Flin Flon and Thompson
- Educational Assistant Certificate in Swan River
- Health Care Aide in Swan River, Flin Flon, Cross Lake and Thompson
- Home Care Attendant Certificate in Swan River
- Entrepreneur Training Certificate in South Indian Lake
- Professional Cooking Basics Certificate in Thompson
- Drywall Applicator Certificate in Norway House

General interest credit and non-credit courses delivered in 1999-2000:

- Windows of Opportunity courses in Flin Flon, The Pas and Thompson
- Computer courses in Flin Flon, The Pas, Churchill, Thompson and Winnipeg
- Life Skills Coaching in Easterville
- Class 1S Truck Driver Training in Flin Flon and The Pas
- Flex Training in The Pas
- Industrial Electrician Upgrade in Winnipeg
- Facilities Maintenance in Pukatawagan
- Bearing Alignment in The Pas
- Autocad Training in Thompson
- Proposal Writing in The Pas
- Hospitality Service Training in The Pas
- Electrical Safety in the Workplace in The Pas
- Basic Carpentry and Drywall Training in Easterville
- Lands, Trusts and Service Program in The Pas

The **Keewatin School of Management,** a partnership between KCC's Extension Division and the University of Winnipeg's Continuing Education Division offers courses in management and leadership training leading to a Certificate in Management that is recognized by the University's continuing education division.

Appendix

Enrollment Summary 1999-2000

ACADEMIC DIVISION

Management and Technology, The Pas	*Yr. 1 enrollment*	*Yr. 2 enrollment*	*Total enrollment*	*Female*	*Aboriginal*	*Metis*	*Certificate (part.prog)*	*Graduates*
Administrative Assistant	16	8	24	24	15	4	1	2
Business Administration	40	19	59	38	40	11	4	6
Chemical Engineering Technology	6	7	13	5	2	4	—	4
Computer Programmer Analyst	21	21	42	19	13	3	—	13
Computerized Business Skills	14	—	14	14	7	3	—	8
Department Total	**97**	**55**	**152**	**100**	**77**	**25**	**5**	**33**

General Studies, The Pas	*Yr. 1 enrollment*	*Yr. 2 enrollment*	*Total enrollment*	*Female*	*Aboriginal*	*Metis*	*Certificate (part.prog)*	*Graduates*
College Preparation/Adult Education	120	—	120	54	64	6	—	30
Law Enforcement Career Preparation	21	—	21	7 1	1	2	—	5
Preparation for Nursing (Note 1)	17	—	17	17	9	3	—	—
Department Total	**158**	**—**	**158**	**78**	**84**	**11**	**—**	**35**

Trades, The Pas	*Yr. 1 enrollment*	*Yr. 2 enrollment*	*Total enrollment*	*Female*	*Aboriginal*	*Metis*	*Certificate (part.prog)*	*Graduates*
Basic Electrical	7	—	7	0	3	2	—	5
Commercial Cooking	17	—	17	5	9	0	—	8
Carpentry/Woodworking	15	—	15	0	9	1	—	8
Heavy Duty Mechanics	10	—	10	0	8	1	—	4
Industrial Mechanics/Millwright	5	—	5	0	2	0	—	3
Industrial Welding	13	—	13	2	0	2	—	7
Department Total	**67**	**—**	**67**	**7**	**31**	**6**	**—**	**35**

Health and Renewable Resources, Thompson and The Pas	Yr. 1 enrollment	Yr. 2 enrollment	Total enrollment	Female	Aboriginal	Metis	Certificate (part.prog)	Graduates
Dental Assisting	15	—	15	15	6	—	—	10
Early Childhood Education (Note 2)	13	17	30	27	18	6	—	10
Ecotourism (Note 3)	—	2	2	1	1	—	—	1
Health Care Aide	16	—	16	16	1	1	—	13
Joint Baccalaureate Nursing, UofM	29	17	46	42	26	4	—	—
Natural Resources Management Technology	32	34	66	19	16	9	—	22
Recreation and Community Leadership (Note 3)	—	6	6	4	3	1	—	3
Department Total	**105**	**76**	**181**	**124**	**71**	**21**	**—**	**59**

Management, Trades and Technology, Thompson	Yr. 1 enrollment	Yr. 2 enrollment	Total enrollment	Female	Aboriginal	Metis	Certificate (part.prog)	Graduates
Business Administration	31	9	40	29	31	4	1	4
Computer Systems Technology	12	11	23	6	10	3	—	4
Computerized Business Applications	21	—	21	21	12	4	—	16
Computerized Business Skills	18	—	18	18	15	2	—	5
Electrical/Electronic Technology	11	3	14	1	3	4	—	1
Facilities Maintenance	14	4	18	0	13	4	5	1
Department Total	**107**	**27**	**134**	**75**	**84**	**21**	**6**	**31**

General Studies, Thompson	Yr. 1 enrollment	Yr. 2 enrollment	Total enrollment	Female	Aboriginal	Metis	Certificate (part.prog)	Graduates
College Preparation	40	—	40	26	31	3	—	24
Department Total	**40**	**—**	**40**	**26**	**31**	**3**	**—**	**24**

Divisional Total (Note 4)	**574**	**158**	**732**	**410**	**378**	**87**	**11**	**217**

Notes:

1. Preparation for Nursing was moved from the Health and Renewable Resources Department to the General Studies Department at the beginning of 1999-2000.
2. Early Childhood Education was offered through the Extension Division in 1998-99. In 1999-2000 it was a core-funded program.
3. Intakes into the Ecotourism and the Recreation and Community Leadership Programs were suspended in 1999-2000 to allow for redesign of the programs.
4. Apprenticeship programs fall under the Trades Department, The Pas, and the Management, Trades and Technology Department, Thompson. High School Programs fall under the Trades Department, The Pas. Because these programs are shorter than college certificate and diploma programs, student numbers are measured differently and it is not appropriate to include enrollments in departmental totals. Enrollments are listed separately below.

Apprenticeship Programs, The Pas

	Enrollment (each student in each level is counted as one student)
Industrial Electrical	19
Industrial Mechanic/Millwright	116
Industrial Welding	31
Ironworker	14
Total Apprenticeship levels	**180**

Apprenticeship Programs, Thompson

Carpentry	18
Total Apprenticeship levels	**18**

High School Programs, The Pas

Building Construction	3
Power Mechanics	28
Total High School programs	**31**

EXTENSION DIVISION

Regional Centres, Full -Time Programs	*Enrollment*	*Female*	*Aboriginal*	*Metis*	*Graduates*
Advanced Computer Applications Skills (Flin Flon)	7	6	3	0	4
Business Administration Year 2 (Cross Lake)	14	11	14	0	6
Business Administration Year 2 (Flin Flon)	5	4	1	1	3
Transition Year (Cross Lake)	32	21	26	26	19
Transition Year (Nelson House)	15	11	15	0	8
Transition Year (Norway House)	28	21	28	0	23
Transition Year (Split Lake)	24	11	24	0	13
Total Regional Centre Full-Time Programs	**125**	**85**	**111**	**27**	**76**

Regional Centres, Part -Time Studies Programs	*Enrollment*	*Female*	*Aboriginal*	*Metis*	*Graduates*
Applied Counselling Skills	60	48	7	7	18
Certificate Computer Applications	28	22	0	1	2
Educational Assistant	16	16	0	1	0
Other part-time program courses	601	—	—	—	—
Total Regional Centre Part-Time Programs	**705**	**86**	**7**	**9**	**20**

School of Management and Contract Training	*Enrollment*
School of Management courses	265
Contract Training	652
Total School of Management and Contract Training	**917**

Communities

The Pas Campus
7th and Charlebois
P.O.Box 3000
The Pas, MB R9A 1M7
(204) 627-8500
Fax: (204) 623-4831

Thompson Campus
504 Princeton Drive
Thompson, MB R8N 0A5
(204) 677-6450
Fax: (204) 677-6439

Flin Flon Regional Centre
100 Highway 10A
Flin Flon, MB R8A 0C0
(204) 687-3410
Fax: (204) 687-8558

Churchill Regional Centre
59 Hudson Square
Churchill, MB R0B 0E0
(204) 675-2974
(204) 675-2971

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